

AGENDA

**Forest Preserve District of Cook County Board of Commissioners
County Board Room, County Building
Wednesday, November 2, 2011, 10:00 A.M.**

PRESIDENT

PROPOSED ORDINANCE AMENDMENT

ITEM #1

Submitting a Proposed Ordinance Amendment sponsored by

TONI PRECKWINKLE, President, Forest Preserve District of Cook County Board

PROPOSED ORDINANCE AMENDMENT

1-9-3: FEES AND OCCUPANCY OF DISTRICT LANDS

Section 1-9-3, entitled FEES AND OCCUPANCY OF DISTRICT LANDS, Chapter 9 of the COOK COUNTY FOREST PRESERVE DISTRICT CODE, is amended as follows:

A. *Occupancy by Other than Forest Preserve District Employees:* Hereafter, all leases, privileges and occupancy must be requested by the applicant from the Board of Forest Preserve Commissioners, and no leases or permits of occupancy shall be given without first having the approval of the Board.

B. *Resident District Employees:* Employee occupancy shall be governed as follows:

1. All Employees occupying residences are required and must agree to perform the following duties.
 - a. Must be thoroughly familiar with District boundaries within their assigned area and make periodic inspections to make certain that District property is protected and report any prohibited or illegal activity and encroachments.
 - b. Be on constant watch for fires. During times of extreme fire dangers, must be available to report for fire duty. All watchman residents must be fire certified as a burn crew member and be in possession of the issued personal fire protection gear, flapper and/or backpack pump.
 - c. Check all bodies of water; clean up all minor debris; check all facilities for vandalism; and during the appropriate seasons check area frequently for illegal hunters.
 - d. Complete and submit Resident Watchman Report on a bi-monthly basis.
 - e. Must be constantly aware that as a public employee residing on public lands assistance must be offered to those visitors who need and request help and/or information. Must ensure that the District provided sign indicating that the residence is a Watchman Residence is prominently posted at all times.
2. All occupants of District residences will pay utilities costs (heat, electric, water and sewage).

PRESIDENT (continued)

ITEM #1 cont'd

3. An employee granted permission to occupy a Residence that is attached to ~~or adjacent to a~~ District facility shall pay an occupancy fee of ~~Two Hundred Forty~~ Four-Hundred and sixty-eight dollars (\$240.00-\$468.00) per month.
4. An employee granted permission to occupy a Residence that is adjacent to a District facility shall pay an occupancy fee of Five Hundred and eighty-five dollars (\$585.00) per month.
- 4-5. An employee granted permission to occupy a Free Standing residence shall pay an occupancy fee of ~~Four Hundred Eighty~~ Seven Hundred and two dollars (\$480.00-\$702.00) per month.
- 5-6. Every two years, subject to approval for at the renewal of the Occupancy Agreement, every resident will sign a new agreement with any changes that have been voted upon by the Housing Committee and approved by the General Superintendent. Any fee increase will commence at this time based on the Consumer Price Index added to the current fee and incorporated into the new Occupancy Agreement.
- 6-7. All fees collected will be placed into a Special Revenue fund, which will be used to maintain the major repairs of the residences and/or build standard maintenance facilities with an attached apartment. A house that has been deemed obsolete or is a burden to the District will be authorized for demolition.
- 7-8. The Housing Committee shall ~~periodically review~~ conduct no less than one annual inspection of all residences based on need. If a house has been deemed by the Housing Committee to be obsolete or a burden to the District, a recommendation for demolition will be presented to the Board of Commissioners. The Housing Committee may authorize random inspections of each residence in the Housing Program as deemed necessary to maintain the integrity of the program and compliance with the terms of the Occupancy Agreement.
- 8-9. All residents will be responsible for "Minor Maintenance" and the Forest Preserve District will be responsible for "Major Maintenance", as each term is defined in the Occupancy Agreement.
- 9-10. This section, relating to Fees and Occupancy of District Lands, shall be re-evaluated by the Housing Committee and reported to the General Superintendent on an annual basis. An Annual Report, which will include any recommended changes, shall be placed on the Agenda of the March meeting of the Forest Preserve District Board of Commissioners.
- 10-11. Those employees who retire or resign from employment with the District shall be required to perform services for the District as before retirement and ~~they vacate the premises. Retired employees shall vacate the premises within a reasonable time after retirement, not to exceed three (3) months~~ sixty (60) days after their last day of employment. Retirees and employees who resign shall be responsible for paying all required fees.

PRESIDENT (continued)

ITEM #1 cont'd

- ~~11.~~ 12. Widows/Widowers of employees shall be required to vacate the premises within a reasonable period of time, not to exceed ~~one (1) year~~ six (6) months after the spouse's demise, provided widows/widowers are appropriately indicated in the Occupancy Agreement. Widows/Widowers shall be responsible for paying all required fees, but shall not be responsible for providing services of the Occupancy Agreement.
- ~~12.~~ 13. The General Superintendent shall establish policies and procedures for the occupancy of District residences as set forth in the Resident Watchman Program Manual. The General Superintendent has the discretion to add or subtract any task necessary to assist in the mission statement of the Forest Preserve District.
- ~~13.~~ 14. A Housing Committee shall be appointed and designated by the General Superintendent.
15. The performance of all duties and responsibilities of the resident watchman as set forth in the Occupancy Agreement shall be monitored by the Housing Committee. Failure to perform or to adhere to the terms of the Occupancy Agreement by the resident watchman and authorized occupants of the District residence may result in termination of the Occupancy Agreement.
- ~~14.~~ 16. No later than the last day of the fiscal year, and at the end of subsequent fiscal year, The Forest Preserve District Superintendent shall submit place on the agenda of the March meeting of the Forest Preserve District Board of Commissioners an Annual report to the Forest Preserve Board of Commissioners listing the names of employees occupying forest preserve homes for part of all of the fiscal year, as well as their job titles and salaries. In addition, the report shall contain copies of all watchman reports filed by employees occupying forest preserve homes.

PROPOSED ORDINANCE AMENDMENT

ITEM #2

The following item was deferred at the October 5, 2011 Board Meeting:

Submitting a Proposed Ordinance Amendment sponsored by

TONI PRECKWINKLE, President, Forest Preserve District of Cook County Board

PROPOSED ORDINANCE AMENDMENT

ADVERTISEMENTS SECTION 3-3-8

Sec. 3-3-8. ADVERTISEMENTS: No person shall display, distribute, post or fix any placard, handbill, pamphlet, circular or any other writing containing advertising matter within any forest preserve or upon any of the property of the Forest Preserve District except as approved in writing by the General Superintendent, as is consistent with and in furtherance of the mission of the District, and as is designed to eliminate or minimize any negative impact on the scenic beauty of the District or the health of the flora and fauna within the District.

PRESIDENT (continued)

PROPOSED RESOLUTION

ITEM #3

Submitting a Proposed Resolution sponsored by

TONI PRECKWINKLE, President, Forest Preserve District of Cook County Board and EDWIN REYES, Forest Preserve District of Cook County Board Commissioner

PROPOSED RESOLUTION

**TO COMMEMORATE THE RETIREMENT OF SERGEANT CHARLES S. PLAIA
FROM THE OFFICE OF THE FOREST PRESERVE DISTRICT POLICE DEPARTMENT**

WHEREAS, the enticing lure of retirement is claiming Cook County Forest Preserve District Sergeant Charles S. Plaia; and

WHEREAS, over a career that has spanned 30 years, Sergeant Plaia has displayed an unwavering positive attitude, a strong work ethic and integrity; and

WHEREAS, Sergeant Plaia began his career with the Cook County Forest Preserve District Police Department on July 6, 1981; and

WHEREAS, Sergeant Plaia graduated from the Chicago Police Academy on September 14, 1981; and

WHEREAS, Sergeant Plaia was initially assigned to patrol the North Area One District where he performed numerous duties; and

WHEREAS, in June of 1982, Sergeant Plaia met his wife-to-be, Barbara, and they were married on August 24, 1985; they are the proud parents of Samantha and Charles Plaia; and

WHEREAS, in May of 1985, Sergeant Charles Plaia was assigned to be the Officer in Charge of Patrol in the North Area One District, where he supervised 18-20 police officers and one marine unit; and

WHEREAS, on May 15, 1992, Officer Plaia was promoted to Sergeant and was put in charge of the Special Operations Group Tactical Unit; additionally, Sergeant Plaia supervised and coordinated the Department's first DUI Unit, and partnered multiple drug operations with the Cook County Sheriff's Department; and

WHEREAS, in March of 1999, Sergeant Plaia was put in charge of the North Area Two District Patrol Unit; and

WHEREAS, in April of 2003, as part of a revamped and newly consolidated Cook County Forest Preserve Department, Sergeant Plaia supervised the new North Area of Patrol; and

WHEREAS, in August of 2011 Sergeant Plaia retired from the Cook County Forest Preserve District Police Department, leaving a legacy of leadership, dedication and professionalism.

PRESIDENT (continued)

ITEM #3 cont'd

NOW, THEREFORE, BE IT RESOLVED, I, Toni Preckwinkle, as President of the Forest Preserve District of Cook County Board of Commissioners, and on behalf of the more than 5.4 million residents of Cook County, do hereby gratefully acknowledge Sergeant Charles S. Plaia for his outstanding contributions to the Cook County Forest Preserve District Police Department, and do wish him good health, happiness and continued success in all of his future endeavors.

BE IT FURTHER RESOLVED, that a suitable copy of this Resolution be tendered herewith.

COMMISSIONERS

PROPOSED ORDINANCE AMENDMENT

ITEM #4

Submitting a Proposed Ordinance Amendment sponsored by

LARRY SUFFREDIN, Forest Preserve District of Cook County Board Commissioner

**AN ORDINANCE AMENDING THE FOREST PRESERVE DISTRICT OF
COOK COUNTY PROCUREMENT CODE**

BE IT ORDAINED, by the Cook County Board of Commissioners, that Title 1, Chapter 8, Section 1-8-2 of the Code of Ordinances of the Forest Preserve District of Cook County, Illinois is hereby amended as follows:

M. *Competitive Bidding Contracts*: The purchases of contracts for supplies, materials, equipment and contractual services over \$25,000.00 shall be based on competitive bids or shall be based on competitive requests for proposals or requests for qualifications as provided in Section 1-8-2(N).

1. *Authorization to advertise for bids*: The Using Department shall be responsible for requesting that the District Board authorize the advertisement of a competitive bid. The Purchasing Agent shall thereafter publish the advertisement in a secular newspaper of general circulation within the County. The Purchasing Agent shall also post notification of the competitive bid on the Purchasing Agent's page of the District's web-site, located at www.fpdcc.com.
2. *Development and approval of specifications and contract terms*: The Using Department shall provide to the Purchasing Agent draft contract documents which shall include a description of the services or supplies to be procured, any minimum bidder qualifications, a description of the environment within which a successful bidder may be required to perform a site inspection, cost proposal information and any other information requested by the Purchasing Agent in order to prepare and finalize the bid specifications and contract documents. The Purchasing Agent may revise the draft documents prior to finalizing and issuing the contract documents.

COMMISSIONERS (continued)

ITEM #4 cont'd

3. *Pre-bid conferences.* The Using Department shall include the details of any pre-bid conferences in the draft contract documents submitted to the Purchasing Agent. Any changes to the date, time or place of a pre-bid conference must be communicated in writing, not less than three (3) business days prior to the originally scheduled Bid Opening, to the Office of the Purchasing Agent. The Purchasing Agent will issue an Addendum to all entities or persons registered as having picked up a Bid Package by the Office of the Purchasing Agent.
4. *Requests for information, clarifications or exceptions to contract documents:* As provided in the Instructions to Bidders, all requests for information, clarification or exceptions submitted by bidders must be directed in writing only to the Purchasing Agent, not less than 3 business days prior to the Bid Opening. Upon receipt of such a request, the Purchasing Agent's Office will determine if a response will be provided. If a Using Department receives a written inquiry, it shall be forwarded to the Purchasing Agent immediately. If the Using Department receives an oral inquiry, the prospective bidder shall be referred to the Instructions to Bidders which require that all inquiries be submitted in writing to the Purchasing Agent.
5. *Communications with bidders during bid process:* From the time a Bid Package is made available until the recommendation for award of the contract is approved by the Board, all communications from bidders must be directed in writing to the Purchasing Agent. All responses to inquiries regarding the status of a bid evaluation or award shall be provided by the Office of the Purchasing Agent in accordance with approved procedures.
6. *Bids to conform to conditions in advertisements:*
 - (a) The District Board will not entertain or consider any bid:
 1. Received after the exact time for submission of bids specified in the advertisement for bids, except as may be extended in an Addendum issued to all bidders by the Purchasing Agent;
 2. Not accompanied by the required certified check; bid deposit; or bid, performance or payment bond (which bond requirement may be satisfied by a Surety's Statement of Qualifications for Bonding, with the actual Bond to be provided within fourteen (14) days of the award of the Bid);
 3. Not accompanied by the affidavits, certifications or economic disclosure statements required to be submitted pursuant to this Ordinance; or
 4. Which in any other way fails to fully comply with the terms and conditions of stated in the advertisement for bids.

COMMISSIONERS (continued)

ITEM #4 cont'd

- (b) No bid may be changed, amended, or supplemented in any way after the exact time for submission of bids specified in the advertisement for bids. Any bidder that cancels, withdraws or modifies its bid after the bid opening will result in the bidder being deemed unqualified and will prohibit said bidder from receiving a District contract for a period of one (1) year from the date of bid opening. No certified check; bid deposit; or bid, performance or payment bond (which bond requirement may be satisfied by a Surety's Statement of Qualifications for Bonding, with the actual Bond to be provided within fourteen (14) days of the award of the Bid) may be accepted after the exact time for submission of bids specified in the advertisement for bids.
7. *Examination and tallying of bids:* All bids shall be opened and tallied at a time predetermined by the President, ~~who shall appoint a member of the District Board to preside and witness the conduct of the reading and announcing in public of all bids before all who desire to attend.~~ The bids shall then be reported to the District Board at the next meeting after the opening thereof. If it is evident that only one qualified bid has been submitted with respect to a particular contract, no bid envelope is opened and any sealed bid(s) shall be returned to the bidder(s) via mail unopened. The Purchasing Agent announces this fact and that the Purchasing Agent will thereafter determine whether to re-issue the solicitation of competitive bids as a result. The Purchasing Agent will then schedule a second bid opening date to allow for the contract to be re-bid. If it is determined that an error was made in announcing the Bid or there was a failure to read all bids into the record, the Purchasing Agent shall notify ~~the Commissioner who presided over the Bid Opening and~~ the Secretary of the Board of the need to reconvene the Bid Opening to correct the record. As soon as reasonably possible, the Bid Opening is reconvened for the purpose of correcting the record.
8. *Evaluation of Bids:* Immediately after the Bid Opening, a post bid meeting shall be scheduled wherein the Using Department reviews bids for technical specifications and other requirements. The time intervals required to evaluate bids are not always predictable. Bidders are responsible for monitoring the web-site or, if they lack web access, for calling the Office of Purchasing Agent in order to ascertain to whom the bid has been awarded.
9. *Contract award and execution:* The final recommendation for award shall be transmitted to the Board, through its Finance Committee, for approval of the recommendation for award and execution of a contract with the approved bidder. The Purchasing Agent shall ensure that all required certifications are executed and all due diligence is performed prior to the request to award and execute the contract.
10. *Right to reject bids reserved:* The District Board reserves the right to reject any bid for cause.
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COMMISSIONERS (continued)

PROPOSED ORDINANCE AMENDMENT

ITEM # 5

Submitting a Proposed Ordinance Amendment sponsored by

JEFFREY R. TOBOLSKI, Forest Preserve District of Cook County Board Commissioner

Co-Sponsored by

PETER N. SILVESTRI, Forest Preserve District of Cook County Board Commissioner

1-9-3: - FEES AND OCCUPANCY OF DISTRICT LANDS.

Effective May 1, 2012, Section 1-9-3, entitled FEES AND OCCUPANCY OF DISTRICT LANDS, Chapter 9, of the COOK COUNTY FOREST PRESERVE DISTRICT CODE is amended as follows:

- A. Occupancy by Other than Forest Preserve District Employees: Hereafter, all leases, privileges and occupancy ~~must be requested by the applicant from the Board of Forest Preserve Commissioners, and no leases or permits of occupaney shall~~ **not** be given, ~~without first having the approval of the Board.~~
- B. ~~Resident District Employees: Employee occupancy shall be governed as follows:~~
 - 1. ~~All Employees occupying residences must agree to perform the following duties.~~
 - a. ~~Must be thoroughly familiar with District boundaries within their assigned area and make periodic inspections to make certain that District property is protected and report any encroachments.~~
 - b. ~~Be on constant watch for fires. During times of extreme fire dangers, must be available to report for fire duty. All watchman residents must be fire certified as a burn crew member and be in possession of the issued personal fire protection gear, flapper and/or backpack pump.~~
 - c. ~~Check all bodies of water; clean up all minor debris; check all facilities for vandalism; and during the appropriate seasons check area frequently for illegal hunters.~~
 - d. ~~Complete and submit Resident Watchman Report on a bi-monthly basis.~~
 - e. ~~Must be constantly aware that as a public employee residing on public lands assistance must be offered to those visitors who need and request help and/or information. Must ensure that the District provided sign indicating that the residence is a Watchman Residence is prominently posted at all times.~~
 - 2. ~~All occupants of District residences will pay utilities costs (heat, electric, water and sewage).~~

COMMISSIONERS (continued)

ITEM #5 cont'd

- ~~3. An employee granted permission to occupy a Residence that is attached to or adjacent to a District facility shall pay an occupancy fee of Two Hundred Forty dollars (\$240.00) per month.~~
- ~~4. An employee granted permission to occupy a Free Standing residence shall pay an occupancy fee of Four Hundred Eighty dollars (\$480.00) per month.~~
- ~~5. Every two years, at the renewal of the Occupancy Agreement, every resident will sign a new agreement with any changes that have been voted upon by the Housing Committee and approved by the General Superintendent. Any fee increase will commence at this time based on the Consumer Price Index added to the current fee and incorporated into the new Occupancy Agreement.~~
- ~~6. All fees collected will be placed into a Special Revenue fund, which will be used to maintain the major repairs of the residences and/or build standard maintenance facilities with an attached apartment. A house that has been deemed obsolete or is a burden to the District will be authorized for demolition.~~
- ~~7. The Housing Committee shall periodically review all residences based on need. If a house has been deemed by the Housing Committee to be obsolete or a burden to the District, a recommendation for demolition will be presented to the Board of Commissioners.~~
- ~~8. All residents will be responsible for "Minor Maintenance" and the Forest Preserve District will be responsible for "Major Maintenance", as defined in the Occupancy Agreement.~~
- ~~9. This section, relating to Fees, and Occupancy of District Lands, shall be re-evaluated by the Housing Committee and reported to the General Superintendent on an annual basis. An Annual Report, which will include any recommended changes, shall be placed on the Agenda of the March meeting of the Forest Preserve District of Commissioners.~~
- ~~10. Those employees who retire shall be required to perform services for the District as before retirement and until they vacate the premises. Retired employees shall vacate the premises within a reasonable time after retirement, not to exceed three (3) months.~~
- ~~11. Widows/Widowers of employees shall be required to vacate the premises within a reasonable period of time, not to exceed one (1) year after spouse's demise, provided widows/widowers are appropriately indicated in the occupancy agreement. Widows/Widowers shall be responsible for paying all required fees, but shall not be responsible for providing services of the Occupancy Agreement.~~

COMMISSIONERS (continued)

ITEM #5 cont'd

- ~~12. The General Superintendent has the discretion to add or subtract any task necessary to assist in the mission statement of the Forest Preserve District.~~
- ~~13. A Housing Committee shall be appointed and designated by the General Superintendent.~~
- ~~14. No later than the last day of the fiscal year, and at the end of subsequent fiscal year, the Forest Preserve District Superintendent shall submit an annual report to the Forest Preserve Board of Commissioners listing the names of employees occupying forest preserve homes for part of all of the fiscal year, as well as their job titles and salaries. In addition, the report shall contain copies of all watchman reports filed by employees occupying forest preserve homes.~~

COMMITTEE REPORTS

ITEM #6

- Rules & Administration.....Meeting of November 2, 2011
- .
- Finance.....Meeting of November 2, 2011

OFFICE OF THE GENERAL SUPERINTENDENT

**INTERGOVERNMENTAL AGREEMENT
CALUMET SAG BICYCLE TRAIL PHASE II ENGINEERING**

ITEM #7

Transmitting a Communication, dated November, 2, 2011 from

ARNOLD RANDALL, General Superintendent

requesting authorization to enter into and execute an Intergovernmental Agreement (IGA) between the City of Blue Island, the South Suburban Mayors and Managers Association, Alsip Park District, Worth Township, the Village of Riverdale, Village of Dolton, Dolton Park District, City of Calumet City, and the Village of Burnham and the Forest Preserve District of Cook County (FPD).

COMMISSIONERS (continued)

ITEM #7 cont'd

Reason: The IGA would allow for Phase II Engineering for 16.6 miles of the eastern portion of the Calumet Sag Trail. The City of Blue Island (Lead Agency) has received Illinois Transportation Enhancement Program (ITEP) funding for Phase II Engineering. The District's portion of the trail is 1.6 miles, with a cost of \$82,311.00 for Phase II Engineering. ITEP funding is responsible for 80% (\$65,849.00), and the District's share of 20% would be \$16,462.00.

As the lead agency, the City of Blue Island will administer the project on behalf of the partner agencies in accordance with the provisions of an Intergovernmental Agreement (IGA). In accordance with the IGA, the South Suburban Mayors and Managers Association (SSMMA) will be managing the finances for the project. Also in accordance with the IGA, the District is responsible for paying the SSMMA 30% of the Phase II engineering costs, or \$24,693.00 for the portion of the trail on District property. When the engineering has been completed and the SSMMA has been reimbursed from the grant, the District will be reimbursed from SSMMA for \$8,231.00.

It is respectfully requested that the District be authorized to enter into the attached Intergovernmental Agreement and to disburse payment of \$24,693.00 to the South Suburban Mayors and Managers in accordance with the IGA.

This agreement has been reviewed and approved as to form by the Chief Legal Counsel of the Forest Preserve District of Cook County. The Forest Preserve District Chief Financial Officer has reviewed and approved the proposed expenditures.

Estimated Fiscal Impact: \$16,462.00. Contract Period: 12 months from execution. (588000-620040, 598000-620040 and 608000-620040 Construction and Development Accounts).

District 4, 5, & 6

**INTERGOVERNMENTAL AGREEMENT
U.S. DEPARTMENT OF AGRICULTURE (USDA)**

ITEM #8

Transmitting a Communication, dated November, 2, 2011 from

ARNOLD RANDALL, General Superintendent

requesting authorization to enter into and execute an Intergovernmental Agreement (IGA) with the U.S. Department of Agriculture (USDA) in order to continue ongoing Integrated Wildlife Damage Management activities. This three year District wide project will be conducted as part of a continuing ecosystem management program throughout 2014.

COMMISSIONERS (continued)

ITEM #8 cont'd

Reason: This work will assist the District with projects and programs involving mammal, bird, reptiles and amphibians, that include population management and collection and monitoring of wildlife in regard to the surveillance of Zoonotic Diseases.

The amount of funding for this project is \$1,489,395.00. The project will enhance the native biodiversity of the District as well as reduce the risk of wildlife related accidents.

The District's Chief Financial Officer has reviewed this request and acknowledges that Funding for this project is available in the Capital Improvement Restoration Landscape Account to finance this project.

Fiscal Impact: \$1,489,395.00. Contract Period: January 1, 2012 through December 31, 2014. (093110-670055 Capital Improvement Restoration Landscape Account)

**MISCELLANEOUS ITEM OF BUSINESS
EASEMENT REQUEST**

ITEM #9

Transmitting a Communication dated October 12, 2011, from

ARNOLD RANDALL, General Superintendent

requesting authorization for the District to grant temporary and permanent easements to the Illinois Department of Transportation ("IDOT") for road construction along the north and south sides of the Winnetka Road bridge over the Skokie River. IDOT has indicated that the easements are necessary for repair and improvements to the existing bridge and to allow for future maintenance. The permanent easements total 0.096 acre and the 5 year temporary easements total 0.171 acre.

Fiscal Impact: Revenue generating. IDOT has tendered an offer of \$2,450.00 in consideration for issuance of the permanent and temporary easements.

District (s): 14

**PERMISSION TO ADVERTISE
VEGETATION MANAGEMENT PROJECTS**

ITEM #10

Transmitting a Communication dated November 2, 2011 from

ARNOLD RANDALL, General Superintendent

requesting authorization for the Purchasing Agent to advertise for bids for vegetation management projects Districtwide.

OFFICE OF THE GENERAL SUPERINTENDENT (continued)

ITEM #10 cont'd

These projects may include trail corridor vegetation removal, invasive plant species management, hydrological investigation work relative to restoration projects and other vegetation removal and invasive species management projects that arise and need to be addressed on short notice.

Contract Period: January 1, 2012 through December 31, 2012. (093110-670055 Capital Improvement Fund Account)

Districtwide.

PERMISSION TO ADVERTISE

ITEM #11

Transmitting a Communication dated November 2, 2011 from

ARNOLD RANDALL, General Superintendent

requesting authorization for the Purchasing Agent to advertise for bids for Port-A-Toilet services in Regions I, II, III, and IV. Provide Port-A-Toilets, cleaning and evacuation services Districtwide. This will be a three (3) year contract with two (2) one (1) year renewal options.

Contract Period April 15, 2012 thru April 14, 2015. (015100-620090 Other Professional Services Account)

Districtwide.

PERMISSION TO ADVERTISE

ITEM #12

Transmitting a Communication dated November 2, 2011 from

ARNOLD RANDALL, General Superintendent

requesting authorization for the Purchasing Agent to advertise for bids for District collected refuse for disposal at sites in Regions I, II, III and IV. This will be a three (3) year contract with two (2) one (1) year renewal options.

Contract Period May 1, 2012 thru April 30, 2015. (015100-620335 Refuse Disposal Account)

Districtwide.

OFFICE OF THE GENERAL SUPERINTENDENT (continued)

PERMISSION TO ADVERTISE

ITEM #13

Transmitting a Communication dated November 2, 2011 from

ARNOLD RANDALL, General Superintendent

requesting authorization for the Purchasing Agent to advertise for bids for permanent sealing of decommissioned hand pump water wells by The State of Illinois Department of Public Health. This will be bid out in Regions I, II, III and IV.

Contract Period: 12 months period from execution. (015100-620090 Other Professional Services Account)

Districtwide.

PERMISSION TO ADVERTISE

ITEM #14

Transmitting a Communication, dated November 2, 2011 from

ARNOLD RANDALL, General Superintendent

requesting authorization for the Purchasing Agent to advertise for bids for Motorcraft parts and services for Passenger, SUV and Light Duty District vehicles. Repairs will be performed on an as needed basis Districtwide. The District's Chief Financial Officer has reviewed this request and acknowledges that the funds for this contract are available.

Contract Period: 24 Months from execution. (015100-620120 Equipment Service and Repair Accounts)

Districtwide

PERMISSION TO ADVERTISE

ITEM #15

Transmitting a Communication, dated November 2, 2011 from

ARNOLD RANDALL, General Superintendent

requesting authorization for the Purchasing Agent to advertise for bids for the purchase of automobile oils and lubricants for all District equipment. We are currently communicating with Cook County to do a joint purchase.

The District's Chief Financial Officer has reviewed this request and acknowledges that the funds for this contract are available.

Contract Period: 24 Months from execution. (015100-620120 Equipment Service and Repair Accounts)

Districtwide

OFFICE OF THE GENERAL SUPERINTENDENT (continued)

PROPOSED CONTRACT

ITEM #16 (see related ITEM #30)

Transmitting a Communication, dated November 2, 2011 from

ARNOLD RANDALL, General Superintendent

requesting authorization for the District to purchase vehicles that will be used districtwide through a Joint Purchasing Agreement with the State of Illinois.

Twenty Four (24) 2011 Chevrolet Impala Police Sedans from Green Chevrolet, Jacksonville, Illinois. Illinois State Contract No. 4016788, expiration date December 27, 2011. These vehicles will be used districtwide by the Police Department. The total value of the contract shall not exceed \$500,000.00.

The District Chief Financial Officer has acknowledged that funding is available to cover the estimated cost in the Vehicle and Truck Account 091000-660051.

Estimated Fiscal Impact: not to exceed \$500,000.00. Contract Period: One time purchase. (091000-660051 Vehicle and Truck Account).

These vehicles have been reviewed and approved for purchase by the District Vehicle Steering committee on August 24, 2011.

PROPOSED CONTRACT

ITEM #17 (see related ITEM #30)

Transmitting a Communication, dated November 2, 2011 from

ARNOLD RANDALL, General Superintendent

requesting authorization for the District to purchase vehicles that will be used districtwide through a Joint Purchasing Agreement with the Suburban Purchasing Cooperative.

Eight (8) 2012 Ford Escape SUV's from Currie Motors Frankfort, Frankfort, Illinois. Suburban Purchasing Cooperative (no contract number), expiration date November 18, 2011. These vehicles will be used districtwide by the Police and Resource Management Departments. The total value of the contract shall not exceed \$168,500.00.

The District Chief Financial Officer has acknowledged that funding is available to cover the estimated cost in the Vehicle and Truck Account 091000-660051.

OFFICE OF THE GENERAL SUPERINTENDENT (continued)

ITEM #17 cont'd

Estimated Fiscal Impact: not to exceed \$168,500.00. Contract Period: One time purchase. (091000-660051 Vehicle and Truck Account).

These vehicles have been reviewed and approved for purchase by the District Vehicle Steering committee on October 25, 2011.

PROPOSED CONTRACT

ITEM #18 (see related ITEM #30)

Transmitting a Communication, dated November 2, 2011 from

ARNOLD RANDALL, General Superintendent

requesting authorization for the District to purchase vehicles that will be used districtwide through a Joint Purchasing Agreement with the Suburban Purchasing Cooperative.

Four (4) 2012 Ford Explorer SUV's from Currie Motors Frankfort, Frankfort, Illinois Suburban Purchasing Cooperative Contract No. 110, expiration date November 18, 2011. These vehicles will be used districtwide by the Planning and Development, Maintenance and Resource Management Departments. The total value of the contract shall not exceed \$110,000.00.

The District Chief Financial Officer has acknowledged that funding is available to cover the estimated cost in the Vehicle and Truck Account 091000-660051.

Estimated Fiscal Impact: not to exceed \$110,000.00. Contract Period: One time purchase. (091000-660051 Vehicle and Truck Account).

These vehicles have been reviewed and approved for purchase by the District Vehicle Steering committee on October 25, 2011.

PROPOSED CONTRACT

ITEM #19 (see related ITEM #30)

Transmitting a Communication, dated November 2, 2011 from

ARNOLD RANDALL, General Superintendent

requesting authorization for the District to purchase vehicles that will be used districtwide through a Joint Purchasing Agreement with the State of Illinois.

OFFICE OF THE GENERAL SUPERINTENDENT (continued)

ITEM #19 cont'd

Three (3) 2012 Ford F150 Pick Up Trucks from Morrow Brothers Ford Inc., Greenfield, Illinois. Illinois State Contract No. 4016059, expiration date April 5, 2012. These vehicles will be used districtwide by the Resource Management Department. The total value of the contract shall not exceed \$80,000.00.

The District Chief Financial Officer has acknowledged that funding is available to cover the estimated cost in the Vehicle and Truck Account 091000-660051.

Estimated Fiscal Impact: not to exceed \$80,000.00. Contract Period: One time purchase. (091000-660051 Vehicle and Truck Account).

These vehicles have been reviewed and approved for purchase by the District Vehicle Steering committee on October 25, 2011.

PROPOSED CONTRACT

ITEM #20 (see related ITEM #30)

Transmitting a Communication, dated November 2, 2011 from

ARNOLD RANDALL, General Superintendent

requesting authorization for the District to purchase vehicles that will be used districtwide through a Joint Purchasing Agreement with the Suburban Purchasing Cooperative.

One (1) 2012 Ford Transit Cargo Van from Currie Motors Frankfort, Frankfort, Illinois. Suburban Purchasing Cooperative (no contract number), expiration date April 30, 2012. This vehicle will be used districtwide by the Maintenance Department. The total value of the contract shall not exceed \$22,000.00.

The District Chief Financial Officer has acknowledged that funding is available to cover the estimated cost in the Vehicle and Truck Account 091000-660051.

Estimated Fiscal Impact: not to exceed \$22,000.00. Contract Period: One time purchase. (091000-660051 Vehicle and Truck Account).

These vehicles have been reviewed and approved for purchase by the District Vehicle Steering committee on October 25, 2011.

OFFICE OF THE GENERAL SUPERINTENDENT (continued)

PROPOSED CONTRACT

ITEM #21 (see related ITEM #30)

Transmitting a Communication, dated November 2, 2011 from

ARNOLD RANDALL, General Superintendent

requesting authorization for the District to purchase equipment that will be used districtwide through a Joint Purchasing Agreement with the General Services Administration.

Two (2) New Holland Agricultural Tractors with attachments from Gaithersburg Equipment Company, Gaithersburg, Maryland. General Services Administration Contract No. GS30F-0010K, expiration date March 5, 2012. These tractors will be used districtwide by the Resource Management Department. The total value of the contract shall not exceed \$200,000.00.

The District Chief Financial Officer has acknowledged that funding is available to cover the estimated cost in the Vehicle and Truck Account 091000-660051.

Estimated Fiscal Impact: not to exceed \$200,000.00. Contract Period: One time purchase. (091000-660051 Vehicle and Truck Account).

These vehicles have been reviewed and approved for purchase by the District Vehicle Steering committee on October 25, 2011.

**PROPOSED CONTRACT ADDENDUM
MISCELLANEOUS ENVIRONMENTAL ENGINEERING SERVICES**

ITEM #22

Transmitting a Communication dated October 12, 2011, from

ARNOLD L. RANDALL, General Superintendent

requesting authorization for the Purchasing Agent to increase a contract amount with Environmental Design International Inc., Chicago, IL. This contract is to provide environmental engineering services to investigate and respond to miscellaneous environmental issues.

Original Awarded Amount: (06-24-09)	\$24,500.00
Increase requested on	<u>\$10,000.00</u>
Adjusted Amount	\$34,500.00

OFFICE OF THE GENERAL SUPERINTENDENT (continued)

ITEM #22 cont'd

Reason: This increase will allow the District to complete needed environmental services through this calendar year. Environmental Design International, Inc. is in good standing with the State of Illinois.

The Forest Preserve District's Chief Financial Officer has reviewed and approved the proposed expenditures.

Estimated Fiscal Impact: \$10,000.00. Contract Extension: November 2, 2011 through December 31, 2011. (608000-620040 Construction and Development Fund Account)

**PROPOSED CONTRACT ADDENDUM
FOR VEHICLE FUEL**

ITEM #23

Transmitting a Communication, dated November 2, 2011 from

ARNOLD RANDALL, General Superintendent

requesting authorization for the Purchasing Agent to increase by \$184,890.15 and extend for October 9, 2011 through December 4, 2011 a contract with World Fuel Services Inc., Riverside, Illinois. This contract is a joint purchase with Cook County that provides a cost savings for the purchase of fuel to be used Districtwide.

Original Board Approved Amount: 07/02/09	\$1,984,467.00
Increase approved on 06/02/11 (From 07/10/11 through 10/09/11)	<u>300,000.00</u>
Adjusted Amount	\$2,284,467.00

Increase approved on 10/05/11 (From 07/10/11 through 10/9/11)	<u>200,000.00</u>
Adjusted Amount	\$2,484,467.00

Increase Requested on 11/02/11 (From 10/9/11 through 12/4/11)	<u>184,890.15</u>
Adjusted Amount	\$2,669,357.15

Reason: The extension allows Cook County time to advertise bids, solicit bids and for the contract award. This contract was originally authorized by the Board of Commissioners of the Forest Preserve District on July 8, 2009. World Fuel Services, Inc. is in good standing with the State of Illinois.

The Forest Preserve District's Chief Financial Officer has reviewed and approved the proposed expenditures.

Estimated Fiscal Impact: \$184,890.15. Contract extension: October 9, 2011 through December 4, 2011. (015100-640170 Corporate Account)

OFFICE OF THE GENERAL SUPERINTENDENT (continued)

**PROPOSED LICENSE REQUEST
FROM THE CITY OF OAK FOREST FOR STORM SEWER**

ITEM #24

Transmitting a Communication dated October 12, 2011, from

ARNOLD RANDALL, General Superintendent

requesting authorization for the District to grant a license to the City of Oak Forest to locate, operate, and maintain a storm sewer on District land south of 151st Street and east of Oak Park Avenue.

The project proposes to reduce flooding on Oak Park Avenue during periods of moderately intense rainfall. The City also states that the project will improve the long term stability of the existing bike path.

The area for the license is 0.2032 acre.

Estimated Fiscal Impact: Revenue generating. The City of Oak Forest will pay a one-time upfront fee of \$16,196.42 for a continuous license.

District 6

**REPORT
DISTRICT OWNED PARKING LOT
PREPARED BY KNIGHT ENGINEERING**

ITEM #25

Transmitting a Communication dated October 12, 2011, from

ARNOLD RANDALL, General Superintendent

submitting the comparative analysis summary by Knight Engineering of the pros and cons of various alternative paving methods and evaluating the existing condition of certain District-owned parking lots where scarification was the method of repaving used.

**REPORT
PRELIMINARY 2012-2016 CAPITAL IMPROVEMENT PLAN**

ITEM #26

Transmitting a Communication dated October 12, 2011, from

ARNOLD RANDALL, General Superintendent

submitting the Preliminary 2012-2016 Capital Improvement Plan. This Plan includes capital improvement project suggestions received from members of the public as well as District staff and volunteers.

OFFICE OF THE GENERAL SUPERINTENDENT (continued)

**REPORT
FOREST PRESERVE DISTRICT EMPLOYMENT PLAN**

ITEM #27

Transmitting a Communication dated November 2, 2011, from

ARNOLD RANDALL, General Superintendent

submitting the Forest Preserve District Employment Plan effective July 18, 2011, as amended September 22, 2011. This Plan applies to hiring and other employment related matters.

**REPORT
FOREST PRESERVE DISTRICT EMPLOYMENT PLAN AND
FIFTH REPORT OF THE SHAKMAN COMPLIANCE ADMINISTRATOR**

ITEM #28

Transmitting a Communication dated November 2, 2011, from

ARNOLD RANDALL, General Superintendent

submitting the Forest Preserve District Employment Plan effective July 18, 2011, as amended September 22, 2011, and the Fifth Report of the Shakman Compliance Administrator for the Forest Preserve District of Cook County. The Employment Plan applies to hiring and other employment related matters within the District. The Fifth Report chronicles the District's efforts on Shakman related matters from December of 2010.

REPORT

ITEM #29

Transmitting a Communication dated November 2, 2011, from

ARNOLD RANDALL, General Superintendent

submitting the 2011 study prepared by AMD Business Solutions, Inc. Homewood, Illinois for outsourcing grass cutting, snow removal and swimming pool services. The 2011 Executive Summary includes comparative analysis benchmarked against private and public sector operations.

OFFICE OF THE GENERAL SUPERINTENDENT (continued)

TRANSFER OF FUNDS

ITEM #30 (see related ITEMS #16 - 21)

Transmitting a Communication dated November 2, 2011, from

ARNOLD RANDALL, General Superintendent

requesting approval by the District Board of Commissioners, to transfer funds totaling \$750,000.00 from account 091000-670055, Restoration Landscape account to 091000-660051 Vehicle and Trucks account.

Reason: At this time we are requesting a transfer of funds to allow the purchase of vehicles, trucks and equipment for Resource Management and the Maintenance Department. In FY 2011 the vehicle and trucks account encumbered/disbursed approximately \$750,000.00 for Resource Management vehicles, trucks and equipment.